



e-Manifest: Trucks

Computer Based Training Overview

February 1, 2005

Unrestricted Use

*Customs and Border Protection
Modernization
New World, New Tools*



e-Manifest: Trucks (Release 4) for Trade Login Screen



Login

Welcome to the e-Manifest: Trucks (Release 4) Computer- Based Training (CBT) for the Automated Commercial Environment (ACE) Secure Data Portal. In this course, you will learn how to create an e-Manifest using the ACE portal.

For more information on features to help you manage your account in the ACE portal, please refer to the Periodic Payment (Release 3) CBT, the other CD included in this training packet.

If you need assistance at any point in the course, select the HELP button at the bottom of the screen for Help on the CBT. Log in below to begin.

UserID:

If this is your first time logging in, type in any UserID and press the ENTER key. Be sure to remember your UserID for future log-ins.*

*If you log in with multiple roles, you will need to create a unique UserID for each role.

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Role:

Are all entries correct?

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e-Manifest Trucks (Release 4) for Trade



Topic Menu

- | | |
|---|---|
| <input type="radio"/> 1. Introduction | <input type="radio"/> 11. Searching Manifest Status |
| <input type="radio"/> 2. Setting Up Records in the ACE Portal | <input type="radio"/> 12. In-Bond Arrivals |
| <input type="radio"/> 3. Creating a Manifest | <input type="radio"/> 13. Reporting |
| <input type="radio"/> 4. Creating an Unassociated Shipment | <input type="radio"/> 14. Entry Bank |
| <input type="radio"/> 5. Creating a Trip | |
| <input type="radio"/> 6. Linking Unassociated Shipments | |
| <input type="radio"/> 7. Adding a Party | |
| <input type="radio"/> 8. Designating a Shipment Type | |
| <input type="radio"/> 9. Split Shipment | |
| <input type="radio"/> 10. Amend Manifest | |

☐ = Not required

☐ = Required

☐ = Required, incomplete

☒ = Required, Completed



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Topic 3: Creating a Manifest demonstrates the process of creating a manifest in the ACE Secure Data Portal. This topic will guide you through the end-to-end process of creating and submitting an e-Manifest with all the required information.



After completing Topic 3: Creating a Manifest, you will be able to:

- Create a manifest.
- Save a manifest.
- Submit a manifest.

Select **NEXT** to continue.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

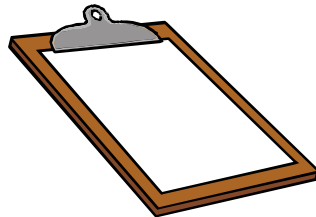
Topic 3: Creating a Manifest



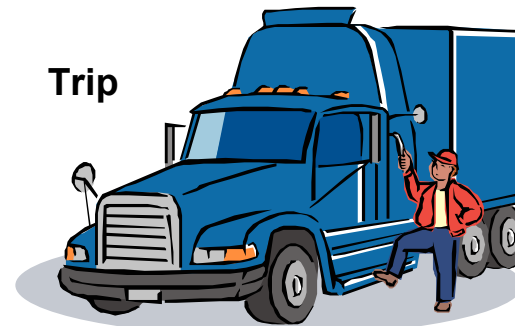
A manifest is made up of a trip and shipments.

Select each picture to learn more about the components of a manifest, a trip, and a shipment.

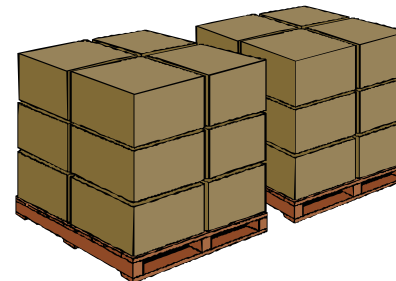
Manifest



Trip



Shipment



Select **NEXT** to continue.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



A manifest is made up of a trip and shipments.

Select each picture to learn more about the components of a shipment.

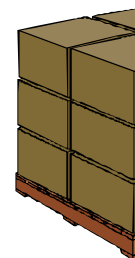
A manifest includes trip details and shipment(s) information. A manifest submitted through the ACE portal becomes an e-Manifest.

Trip



Trip details refers to the portion of the manifest that includes information regarding the trip, crew, equipment, and conveyance. In the ACE portal, trip information is added by selecting 'Create a Manifest.'

Shipment



A shipment refers to the cargo information on a manifest. This includes the shipper and consignee information, as well as commodity details. In the ACE portal, a shipment is added by selecting 'Create a Manifest' or 'Create a Shipment.'

Select **NEXT** to continue.



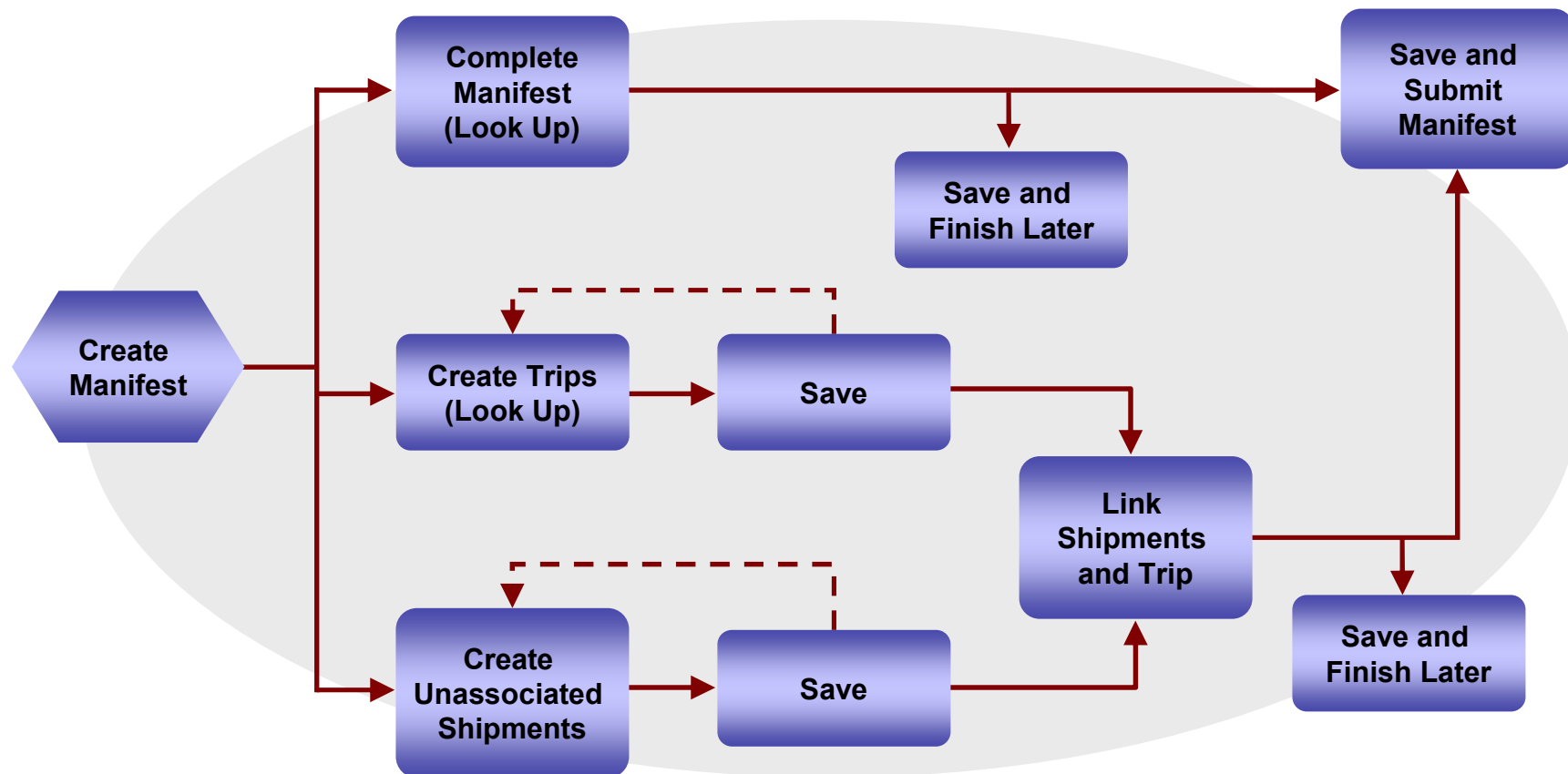
E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



The process flow below summarizes the various paths for creating an e-Manifest in the ACE portal. In this topic, we'll focus on the first branch of Creating a Manifest. You'll learn more about the other paths in Topics 4 through 6.



Select NEXT to continue.



E-Manifest: Trucks (Release 4)

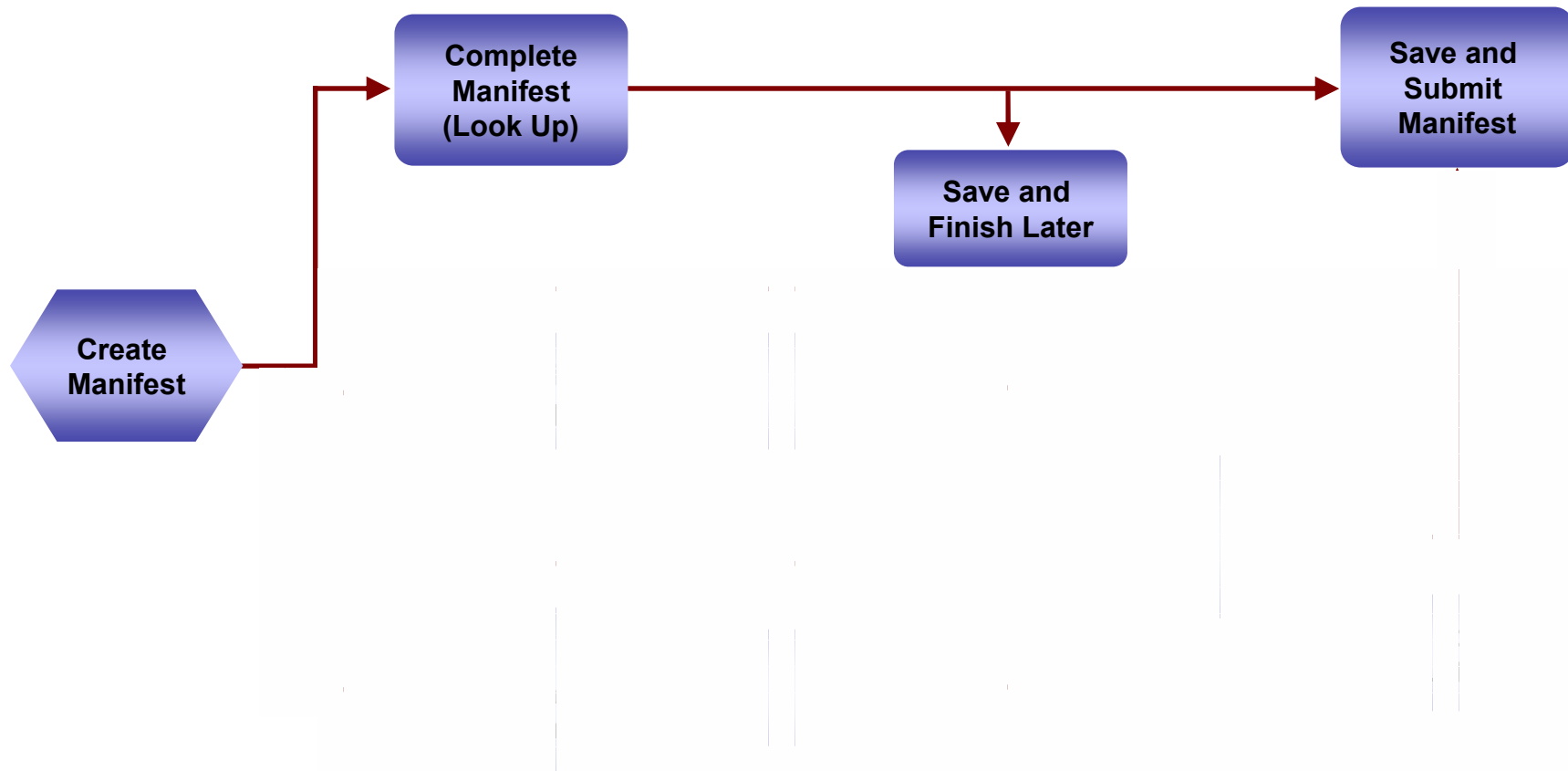
Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



You can complete a manifest when you know all of the trip and shipment information to associate with the manifest.

Select each element for more details.



Select NEXT to continue.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



You can complete a manifest when you know all of the trip and shipment information to associate with the manifest.

Select

Complete Manifest (Look Up)
If you know all of your trip and shipment information, you're able to create a complete manifest. You can add information manually, or by using the Lookup feature, which lets you quickly enter crew, conveyance, and equipment data, if it has been pre-recorded in your account.

Create Manifest
When you log in to the ACE portal to create a manifest, you have three choices. You can create complete manifests, create trips, or create shipments.

Save and Finish Later

Save and Finish Later
Do you need more information? You can save and edit the information as often as needed.

Save and Submit Manifest
In the ACE portal, you can save and submit an e-Manifest. The Trade Act of 2002 requires the manifest to be submitted at least one hour before a truck arrives at the border.

Select **NEXT** to continue.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Scenario

You are [Diane Sanchez](#), a dispatcher for [World Freight Trucking, Incorporated \(WFT, Inc.\)](#). WFT, Inc. is an ACE account and has access to the ACE portal via the Internet. WFT, Inc. transports recycled paper from Canada through the port of Buffalo, NY. A truck is scheduled to arrive at Buffalo later today, and you have information on the shipment, crew, conveyance, and equipment. You'll now create an e-Manifest in the ACE portal.



Select NEXT to continue.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Scenario

You are [Diane Sanchez](#), a dispatcher for [World Freight Trucking, Incorporated \(WFT, Inc.\)](#). WFT, Inc. is an ACE account and has access to the ACE portal via the Internet. WFT, Inc. transports recycled paper from Canada through the port of Buffalo, NY. A truck is scheduled to arrive at Buffalo later today, and you have information on the shipment, crew, conveyance, and equipment. You'll now create an e-Manifest in the ACE portal.



World Freight Trucking, Incorporated

Diane Sanchez
Dispatcher

4853 Transnational Way
Reston, VA 24172

Phone: 703-555-0986
Fax: 703-555-0900
diane.sanchez@wft.com



Diane Sanchez

Select **NEXT** to continue.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: **Importer**



Home

Accounts

Reports

SAL

Action Plan

Bond Data

Statements

Account List



Click on icon or label text to access menu.

World Freight Trucking, Incorporated

Task List



Activity

Description

Date Entered

Phone Directory



[Update my profile](#)

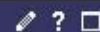
Search On:

Search For:

Name

Search

Reminder



Thursday, December 30, 2004

No reminders found

QuickLinks (Importer)



Quick Browse:

CBP Home

Go

Url:

http://

Go



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



View: Importer

- Importer
- Carrier
- Broker
- Manage People
- References
- Manifest**
- My Place

Home

Accounts

Reports

SAL

Action Plan

Bond Data

States

Account List



Click on icon or label text to access menu.

World Freight Trucking, Incorporated

Task List



Activity

Description

Date Entered

Phone Directory



Search On:

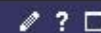
Name

Search For:

[Update my profile](#)

Search

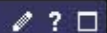
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Thursday, December 30, 2004

No reminders found

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Quick Browse:

CBP Home

Go

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http://

Go



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

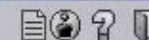
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View:



Manifest

Search

InBond

Account List

? ☐

Click on icon or label text to access menu.

☐ ☐ World Freight Trucking, Incorporated

Manifest

? ☐

Please select a sub-account with a valid SCAC code from the Account List panel.

Shipment

? ☐

Please select a sub-account with a valid SCAC code from the Account List panel.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

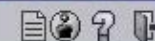
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View:



Manifest

Search

InBond

Account List

? ☐

Click on icon or label text to access menu.

- ☐ World Freight Trucking, Incorporated
- ☐ WFT, Inc.

Manifest

? ☐

Please select a sub-account with a valid SCAC code from the Account List panel.

Shipment

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E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

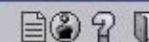
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

World Freight Trucking, Incorporated

WFT, Inc.

SCAC Detail

Rollup SCACs

Account Detail

View Label(s) as Account Name

View Label(s) as SCAC

Manifest



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Lesson 1: e-Manifest: Trucks

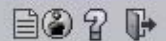
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest



Filter Manifests

Trip #: To: Filing Status:

Est. arrival date: To: Type:

Shipment control #: First expected P.O.A.:

Filter Manifests

Reset

[Create Standard Manifest](#)

Trip #	Est. Arrival Date	Submitted Date/Time	Type	Number of Shipments	Status	First expected P.O.A.
--------	-------------------	---------------------	------	---------------------	--------	-----------------------

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
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E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

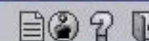
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create Standard Manifest



* Indicates field is required.

Trip Information

Carrier SCAC: AAAC Carrier name: WFT, Inc. ACE ID: 0000000267 Filing status: PL

* Trip #: AAAC

* Est. date of arrival at first port in U.S.: (mm/dd/yyyy)

Est. time of arrival at first port in U.S.: (hh:mm local military time)

* First expected port of arrival: [Lookup Port Code](#)

In-transit indicator: ☐ Yes ☒ No

Conveyance

[Lookup Conveyance](#) or [Create One-time Conveyance](#)

* Conveyance ID:

Seal #1: Seal #2: Seal #3: [More Seals](#)

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
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Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.



E-Manifest: Trucks (Release 4)

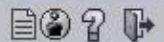
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Topic 3: Creating a Manifest



Welcome Diane Sanchez!

View: Manifest



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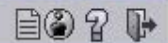
Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

Manifest - Create one-time Conveyance



* - Indicates field is required.

* Conveyance type: --Select--

* VIN/Serial #:

* DOT #:

Transponder ID:

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove

Insurance (if carrying hazardous material)

Company name:

Policy #:

Liability amount \$:

Year of issuance: (yyy)



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

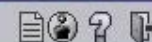
Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

Manifest - Create one-time Conveyance



* - Indicates field is required.

* Conveyance type:

* VIN/Serial #:

* DOT #:

Transponder ID:

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove

Insurance (if carrying hazardous material)

Company name:

Policy #:

Liability amount \$:

Year of issuance: (yyy)



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

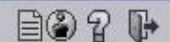
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

Manifest - Create one-time Conveyance



* - Indicates field is required.

* Conveyance type: Tractor

* VIN/Serial #: 1TRAIN002YA123123

* DOT #: 22004336

Transponder ID:

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
ACE203	USA	New Jersey	Remove
	--Select--		Remove
	--Select--		Remove
	--Select--		Remove

Insurance (if carrying hazardous material)

Company name:

Policy #:

Liability amount \$:

Year of issuance: (yyy)



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



* DOT #:
Transponder ID:

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
<input type="text" value="ACE203"/>	<input type="text" value="USA"/>	<input type="text" value="New Jersey"/>	Remove
<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>	Remove
<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>	Remove
<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>	Remove

Insurance (if carrying hazardous material)

Company name:
Policy #:
Liability amount \$:
Year of issuance: (yyy)

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
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E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

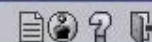
Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



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 WFT, Inc.

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Est. time of arrival at first port in U.S.: (hh:mm local military time)

* First expected port of arrival: [Lookup Port Code](#)

In-transit indicator: ☐ Yes ☒ No

Conveyance

[Lookup Conveyance](#)

* Conveyance ID: [NJ - ACE203](#)

Seal #1: Seal #2: Seal #3: [More Seals](#)

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Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List

? □

Click on icon or label text to access menu.

Manifest - Create One-time Crew Member

? □

* Indicates field is required.

Personal Information

* Gender: ☒ Male ☐ Female

* First name:

Middle name:

* Last name:

Name suffix:

* Date of birth: (mm/dd/yyyy)

* Citizenship/Nationality:

Address

* Country:

* Address line 1:

Address line 2:

Address line 3:

* City:

* State:

* Zip/Postal code:

Driver Documentation



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

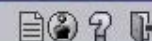
Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

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Account List



Click on icon or label text to access menu.

Manifest - Create One-time Crew Member



* Indicates field is required.

Personal Information

* Gender: ☒ Male ☐ Female

* First name: Anton

Middle name:

* Last name: Hiller

Name suffix:

--Select--

* Date of birth: 01/26/1969 (mm/dd/yyyy)

* Citizenship/Nationality:

USA

Address

* Country: --Select--

* Address line 1:

Address line 2:

Address line 3:

* City:

* State:

* Zip/Postal code:

Driver Documentation

* If you are a new driver, click on the "New Driver" link. If you are an existing driver, click on the "Existing Driver" link.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



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Account List

? □

Click on icon or label text to access menu.

Manifest - Create One-time Crew Member

? □

* Indicates field is required.

Personal Information

* Gender: ☒ Male ☐ Female

* First name: Anton

Middle name:

* Last name: Hiller

Name suffix:

--Select--

* Date of birth: 01/26/1969 (mm/dd/yyyy)

* Citizenship/Nationality: USA

Address

* Country: USA

* Address line 1: 493 Pine Street

Address line 2:

Address line 3:

* City: Amityville

* State: New York

* Zip/Postal code: 11701

Driver Documentation



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



* Zip/Postal code: 11701

Driver Documentation

* If crew member is also the driver, the following information is required.

Commercial Driver's License #:

Country: --Select--

State/Province:

* If driver has HAZ-MAT endorsement, the following information is required.

HAZ-MAT endorsement(s): --Select-- If Yes, enter endorsement(s):

Additional Documentation

* At least one of the following is required.

	Number	Country	State/Province
Passport #:	<input type="text"/>	--Select--	
Birth certificate #:	<input type="text"/>	--Select--	<input type="text"/>
Citizen card #:	<input type="text"/>	--Select--	
U.S. Visa #:	<input type="text"/>	--Select--	
Certificate of naturalization #:	<input type="text"/>		
Laser Visa (BCC) #:	<input type="text"/>	--Select--	
Permanent resident card #:	<input type="text"/>		
Reentry permit #:	<input type="text"/>		
Refugee permit #:	<input type="text"/>		
Other:	<input type="text"/>	--Select--	<input type="text"/>



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



* Zip/Postal code: 11701

Driver Documentation

* If crew member is also the driver, the following information is required.

Commercial Driver's License #: 212345678910

Country: USA

State/Province: New York

* If driver has HAZ-MAT endorsement, the following information is required.

HAZ-MAT endorsement(s): No If Yes, enter endorsement(s):

Additional Documentation

* At least one of the following is required.

	Number	Country	State/Province
Passport #:		--Select--	
Birth certificate #:		--Select--	
Citizen card #:		--Select--	
U.S. Visa #:		--Select--	
Certificate of naturalization #:			
Laser Visa (BCC) #:		--Select--	
Permanent resident card #:			
Reentry permit #:			
Refugee permit #:			
Other:		--Select--	



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



* Zip/Postal code: 11701

Driver Documentation

* If crew member is also the driver, the following information is required.

Commercial Driver's License #: 212345678910

Country: USA

State/Province: New York

* If driver has HAZ-MAT endorsement, the following information is required.

HAZ-MAT endorsement(s): No If Yes, enter endorsement(s):

Additional Documentation

* At least one of the following is required.

	Number	Country	State/Province
Passport #:	298765432100	USA	
Birth certificate #:		--Select--	
Citizen card #:		--Select--	
U.S. Visa #:		--Select--	
Certificate of naturalization #:			
Laser Visa (BCC) #:		--Select--	
Permanent resident card #:			
Reentry permit #:			
Refugee permit #:			
Other:		--Select--	



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Additional Documentation

* At least one of the following is required.

	Number	Country	State/Province
Passport #:	<input type="text" value="298765432100"/>	<input type="text" value="USA"/>	
Birth certificate #:	<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>
Citizen card #:	<input type="text"/>	<input type="text" value="--Select--"/>	
U.S. Visa #:	<input type="text"/>	<input type="text" value="--Select--"/>	
Certificate of naturalization #:	<input type="text"/>		
Laser Visa (BCC) #:	<input type="text"/>	<input type="text" value="--Select--"/>	
Permanent resident card #:	<input type="text"/>		
Reentry permit #:	<input type="text"/>		
Refugee permit #:	<input type="text"/>		
Other:	<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>

Shipment

? ☐

[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
--------------------	----------------	------------	------	-----------------------	---------------------	---------



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

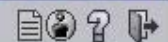
Topic 3: Creating a Manifest



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Manifest

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create Standard Manifest



* Indicates field is required.

Trip Information

Carrier SCAC: AAAC Carrier name: WFT, Inc. ACE ID: 0000000267 Filing status: PL

* Trip #: AAAC

* Est. date of arrival at first port in U.S.: (mm/dd/yyyy)

Est. time of arrival at first port in U.S.: (hh:mm local military time)

* First expected port of arrival: [Lookup Port Code](#)

In-transit indicator: ☐ Yes ☒ No

Conveyance

[Lookup Conveyance](#)

* Conveyance ID: [NJ - ACE203](#)

Seal #1: Seal #2: Seal #3: [More Seals](#)

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.

Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1

In Charge	Last Name	First Name	Middle Name	Suffix	ID	CDL #/License #
<input checked="" type="radio"/>	Hiller	Anton				212345678910

Passenger(s)

[Create One-time Passenger](#)

Last Name	First Name	Middle Name	Suffix
-----------	------------	-------------	--------

Equipment(s)

[Lookup Equipment](#) or [Create One-time Equipment](#)

Equip #/License Plate #	Type	Seal Number(s)
-------------------------	------	----------------

Shipment(s)

[Lookup Shipment\(s\)](#) or [Create Shipment](#)

Shipment Control #	Bill Control #	Sequence #	Shipper Name	Consignee Name	Total Shipment Quantity
--------------------	----------------	------------	--------------	----------------	-------------------------

Check For Errors

Save & Finish Later

Save & Continue

Cancel

Shipment

? □



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create One-time Passenger

* Indicates field is required.

Personal Information

* Gender: ☒ Male ☐ Female

* First name:

Middle name:

* Last name:

Name suffix:

* Date of birth: (mm/dd/yyyy)

Travel Documents

* At least one of the following is required.

	Number	Country	State/Province
Passport #:	<input type="text"/>	<input type="text" value="--Select--"/>	
Birth certificate #:	<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>
Citizen card #:	<input type="text"/>	<input type="text" value="--Select--"/>	
U.S. Visa #:	<input type="text"/>	<input type="text" value="--Select--"/>	
Certificate of naturalization #:	<input type="text"/>		
Laser Visa (BCC) #:	<input type="text"/>		



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create One-time Passenger

* Indicates field is required.

Personal Information

* Gender: ☒ Male ☐ Female

* First name: Bob

Middle name:

* Last name: Smith

Name suffix: --Select--

* Date of birth: 05/25/1974 (mm/dd/yyyy)

Travel Documents

* At least one of the following is required.

	Number	Country	State/Province
Passport #:		--Select--	
Birth certificate #:		--Select--	
Citizen card #:		--Select--	
U.S. Visa #:		--Select--	
Certificate of naturalization #:			
Laser Visa (BCC) #:			



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

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Account List



Click on icon or label text to access menu.

World Freight Trucking, Incorporated
WFT, Inc.

Manifest - Create One-time Passenger

* Indicates field is required.

Personal Information

* Gender: ☒ Male ☐ Female

* First name: Bob

Middle name:

* Last name: Smith

Name suffix: --Select--

* Date of birth: 05/25/1974 (mm/dd/yyyy)

Travel Documents

* At least one of the following is required.

	Number	Country	State/Province
Passport #:	56987654321	USA	
Birth certificate #:		--Select--	
Citizen card #:		--Select--	
U.S. Visa #:		--Select--	
Certificate of naturalization #:			
Laser Visa (BCC) #:			



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Citizen card #:	<input type="text"/>	--Select--
U.S. Visa #:	<input type="text"/>	--Select--
Certificate of naturalization #:	<input type="text"/>	
Laser Visa (BCC) #:	<input type="text"/>	
Permanent resident card #:	<input type="text"/>	
Reentry permit #:	<input type="text"/>	
Refugee permit #:	<input type="text"/>	
Other:	<input type="text"/>	--Select--

[Continue](#)

[Cancel](#)

Shipment

[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
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E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

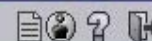
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Manifest

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Account List



Click on icon or label text to access menu.

World Freight Trucking, Incorporated
WFT, Inc.

Manifest - Create Standard Manifest



* Indicates field is required.

Trip Information

Carrier SCAC: AAAC Carrier name: WFT, Inc. ACE ID: 0000000267 Filing status: PL

* Trip #: AAAC WFT1006

* Est. date of arrival at first port in U.S.: 01/06/2005 (mm/dd/yyyy)

Est. time of arrival at first port in U.S.: 08:30 (hh:mm local military time)

* First expected port of arrival: 0901 [Lookup Port Code](#)

In-transit indicator: ☐ Yes ☒ No

Conveyance

[Lookup Conveyance](#)

* Conveyance ID: NJ - ACE203

Seal #1: Seal #2: Seal #3: [More Seals](#)

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.

Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1

In Charge	Last Name	First Name	Middle Name	Suffix	ID	CDL #/License #
<input checked="" type="radio"/>	Hiller	Anton				212345678910

Passenger(s)

[Create One-time Passenger](#)

Showing 1-1 of 1

Last Name	First Name	Middle Name	Suffix
Smith	Bob		

Equipment(s)

[Lookup Equipment](#) or [Create One-time Equipment](#)

Equip #/License Plate #	Type	Seal Number(s)
-------------------------	------	----------------

Shipment(s)

[Lookup Shipment\(s\)](#) or [Create Shipment](#)

Shipment Control #	Bill Control #	Sequence #	Shipper Name	Consignee Name	Total Shipment Quantity
--------------------	----------------	------------	--------------	----------------	-------------------------

Check For Errors

Save & Finish Later

Save & Continue

Cancel



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

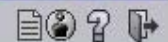
Topic 3: Creating a Manifest



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Manifest

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
 - WFT, Inc.

Manifest - Create One-time Equipment



* Indicates field is required.

* Type: **--Select--**

* Number:

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove

Seal #1: Seal #2: Seal #3:

Seal #4: Seal #5: Seal #6:

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

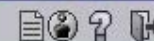
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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
 - WFT, Inc.

Manifest - Create One-time Equipment



* Indicates field is required.

* **Type:** **Semi Truck Trailer**

* **Number:** **2668336**

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove
<input type="text"/>	--Select--	<input type="text"/>	Remove

Seal #1: **Seal #2:** **Seal #3:**

Seal #4: **Seal #5:** **Seal #6:**

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

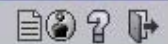
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Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create One-time Equipment



* Indicates field is required.

* Type: Semi Truck Trailer

* Number: 2668336

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
211194	USA	New Jersey	Remove
	--Select--		Remove
	--Select--		Remove
	--Select--		Remove

Seal #1: Seal #2: Seal #3:

Seal #4: Seal #5: Seal #6:

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

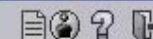
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Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create One-time Equipment



* Indicates field is required.

* Type: Semi Truck Trailer

* Number: 2668336

License Plate(s)

* At least one license plate is required.

License Plate #	Country of Registration	State/Province	
211194	USA	New Jersey	Remove
	--Select--		Remove
	--Select--		Remove
	--Select--		Remove

Seal #1: no seal Seal #2: Seal #3:

Seal #4: Seal #5: Seal #6:

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



	Select			Remove
	--Select--			Remove
	--Select--			Remove

Seal #1: Seal #2: Seal #3:

Seal #4: Seal #5: Seal #6:

Instruments of International Traffic:

☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.

☐ EI - Trip consists solely of empty IIT's covered by importer's bond.

☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.

☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.

Shipment							? <input type="checkbox"/>
							Create Standard Shipment
Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT	



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

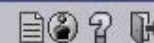
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U.S. Customs and Border Protection

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create Standard Manifest



* Indicates field is required.

Trip Information

Carrier SCAC: AAAC Carrier name: WFT, Inc. ACE ID: 0000000267 Filing status: PL

* Trip #: AAAC WFT1006

* Est. date of arrival at first port in U.S.: 01/06/2005 (mm/dd/yyyy)

Est. time of arrival at first port in U.S.: 08:30 (hh:mm local military time)

* First expected port of arrival: 0901 [Lookup Port Code](#)

In-transit indicator: ☐ Yes ☒ No

Conveyance

[Lookup Conveyance](#)

* Conveyance ID: NJ - ACE203

Seal #1: Seal #2: Seal #3: [More Seals](#)

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.

Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1

In Charge	Last Name	First Name	Middle Name	Suffix	ID	CDL #/License #
<input checked="" type="radio"/>	Hiller	Anton				212345678910

Passenger(s)

[Create One-time Passenger](#)

Showing 1-1 of 1

Last Name	First Name	Middle Name	Suffix
Smith	Bob		

Equipment(s)

[Lookup Equipment](#) or [Create One-time Equipment](#)

Showing 1-1 of 1

Equip #/License Plate #	Type	Seal Number(s)
2668336/NJ - 211194	Semi Truck Trailer	no seal, ...

Shipment(s)

[Lookup Shipment\(s\)](#) or [Create Shipment](#)

Shipment Control #	Bill Control #	Sequence #	Shipper Name	Consignee Name	Total Shipment Quantity
--------------------	----------------	------------	--------------	----------------	-------------------------

Check For Errors

Save & Finish Later

Save & Continue

Cancel



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

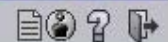
Topic 3: Creating a Manifest



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Welcome Diane Sanchez!

View: Manifest



Manifest

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
 - WFT, Inc.

Shipment - Create Standard Shipment



*Indicates field is required.

Shipment release type: PAPS [Change](#)

Shipping Information

* Shipment control #:
Bill control #:
Shipment identifier:
* Port/ Point of loading: [Lookup Schedule K](#) or [Lookup IATA Code](#)
Place of receipt: (required when different from Port/Point of loading)
Service type:
Transfer destination FIRMS code: [Lookup Firms Code](#)
FDA freight indicator: ("Yes" indicates that freight in this shipment is subject to FDA requirements)

Shipper

* Either an ID or Full Shipper information is required for a Shipper.

ID: [Validate ID](#)

- or -

* Name:
* Address line 1:
Address line 2:
Address line 3:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Shipment - Create Standard Shipment



*Indicates field is required.

Shipment release type: PAPS [Change](#)

Shipping Information

* Shipment control #: AAACWFT10060

Bill control #:

Shipment identifier:

* Port/ Point of loading: Location [Lookup Schedule K](#) or [Lookup IATA Code](#)

Place of receipt: (required when different from Port/Point of loading)

Service type:

Transfer destination FIRMS code: [Lookup Firms Code](#)

FDA freight indicator: (*Yes' indicates that freight in this shipment is subject to FDA requirements)

Shipper

* Either an ID or Full Shipper information is required for a Shipper.

ID: [Validate ID](#)

- or -

* Name:

* Address line 1:

Address line 2:

Address line 3:

City:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



FDA freight indicator: ("Yes" indicates that freight in this shipment is subject to FDA requirements)

Shipper

* Either an ID or Full Shipper information is required for a Shipper.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:

Telephone:

Email:

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



FDA freight indicator: ("Yes" indicates that freight in this shipment is subject to FDA requirements)

Shipper

* Either an ID or Full Shipper information is required for a Shipper.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:

Telephone:

Email:

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Enter manifest information at ms.e-manifest.com

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:

Telephone:

Email:

Party [Add Party](#)

Party Type	Name/Filer Code/SCAC	Country	State/Province
------------	----------------------	---------	----------------

Equipment

Equipment Type:

Equip. #/License Plate #	Type
--------------------------	------

Total shipment quantity: 0

If the boarded quantity is different from the total shipment quantity (split shipment), enter the boarded quantity below.

Boarded quantity:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Enter the consignee information.

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:

Telephone:

Email:

Party

[Add Party](#)

Party Type	Name/Filer Code/SCAC	Country	State/Province
------------	----------------------	---------	----------------

Equipment

Equipment Type:

Equip. #/License Plate #	Type
--------------------------	------

Total shipment quantity:
If the boarded quantity is different from the total shipment quantity (split shipment), enter the boarded quantity below.

Boarded quantity:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Email:

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

* Name:

* Address line 1:

Address line 2:

Address line 3:

* City:

* Country:

* State/Province:

* Zip/Postal code:

Telephone:

Email:

Party [Add Party](#)

Party Type	Name/Filer Code/SCAC	Country	State/Province
------------	----------------------	---------	----------------

Equipment

Equipment Type:

Equip. #/License Plate #

Total shipment quantity:

If the boarded quantity is different from the total shipment quantity (split shipment), enter the boarded quantity below.

Boarded quantity:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Email:

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

* Name:

* Address line 1:

Address line 2:

Address line 3:

* City:

* Country:

* State/Province:

* Zip/Postal code:

Telephone:

Email:

Party [Add Party](#)

Party Type	Name/Filer Code/SCAC	Country	State/Province
------------	----------------------	---------	----------------

Equipment

Equipment Type:

Equip. #/License Plate #

Total shipment quantity:

If the boarded quantity is different from the total shipment quantity (split shipment), enter the boarded quantity below.

Boarded quantity:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Enroll [\[link to enrollments room\]](#)

Consignee

* Either an ID or Full Consignee information is required for a Consignee.

ID:

- or -

*Name:

*Address line 1:

Address line 2:

Address line 3:

*City:

*Country:

*State/Province:

*Zip/Postal code:

Telephone:

Email:

Party [Add Party](#)

Party Type	Name/Filer Code/SCAC	Country	State/Province
------------	----------------------	---------	----------------

Equipment

Equipment Type:

Equip. #/License Plate #	Type
--------------------------	------

Total shipment quantity:

If the boarded quantity is different from the total shipment quantity (split shipment), enter the boarded quantity below.

Boarded quantity:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

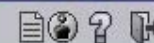
Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Select Trip Equipment



Select equipment that is contained in the manifest.

Showing 1-1 of 1

	Equip. #/License Plate #	Type	Country	State/Province
<input type="radio"/>	2668336/NJ - 211194	Semi Truck Trailer	USA	New Jersey

Continue

Cancel

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
--------------------	----------------	------------	------	-----------------------	---------------------	---------



E-Manifest: Trucks (Release 4)

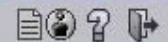
Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Welcome Diane Sanchez!

View: Manifest



Manifest

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
 - WFT, Inc.

Manifest - Select Trip Equipment



Select equipment that is contained in the manifest.

Showing 1-1 of 1

	Equip. #/License Plate #	Type	Country	State/Province
<input checked="" type="checkbox"/>	2668336/NJ - 211194	Semi Truck Trailer	USA	New Jersey

Continue

Cancel

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
--------------------	----------------	------------	------	-----------------------	---------------------	---------



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

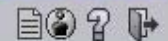
Topic 3: Creating a Manifest



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View: Manifest



Manifest

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Account List

? □

Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Edit One-time Equipment

? □

* Indicates field is required.

* Type: Semi Truck Trailer

Mark (if applicable) + number: 2668336

License plate(s)

License Plate #	Country of Registration	State/Province	
211194	USA	New Jersey	Remove
	--Select--		Remove
	--Select--		Remove
	--Select--		Remove

Commodity

[Add Commodity](#)

<input type="checkbox"/> Select All	Description	Shipment Quantity	Weight	HAZ-MAT UNDG Code(s)
Delete Selected				

[Continue](#) [Cancel](#)



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

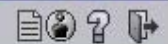
Topic 3: Creating a Manifest



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View: Manifest



Manifest

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Edit Standard Shipment Commodity



* Indicates field is required.

* Shipment quantity: 0 --Select--

* Weight: 0 --Select--

* Description:

Vehicle identification number:
(if commodity is a vehicle)

Marks & Numbers:

HAZ-MAT UNDG code(s):

HAZ-MAT contact person:

HAZ-MAT contact phone #:

Continue

Cancel

Shipment





E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

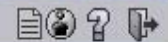
Topic 3: Creating a Manifest



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View: Manifest



Manifest

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Edit Standard Shipment Commodity



* Indicates field is required.

* Shipment quantity:

5

Roll

* Weight:

10000

Pounds

* Description:

Recycled Paper

Vehicle identification number:
(if commodity is a vehicle)



Marks & Numbers:



HAZ-MAT UNDG code(s):



HAZ-MAT contact person:

HAZ-MAT contact phone #:

Continue

Cancel

Shipment





E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

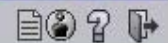
Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Edit One-time Equipment



* Indicates field is required.

* Type:

Semi Truck Trailer

Mark (if applicable) + number: 2668336

License plate(s)

License Plate #	Country of Registration	State/Province	
211194	USA	New Jersey	Remove
	--Select--		Remove
	--Select--		Remove
	--Select--		Remove

Commodity

[Add Commodity](#)

Showing 1-1 of 1

<input type="checkbox"/> Select All	Description	Shipment Quantity	Weight	HAZ-MAT UNDG Code(s)
<input type="checkbox"/>	Recycled Paper	5	10000	
Delete Selected				

[Continue](#)

[Cancel](#)



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

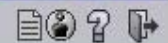
Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

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Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Shipment - Create Standard Shipment



*Indicates field is required.

Shipment release type: PAPS

Change

Shipping Information

* Shipment control #:

AAACWFT10060

Bill control #:

Shipment identifier:

* Port/ Point of loading:

Location Toronto

[Lookup Schedule K](#) or [Lookup IATA Code](#)

Place of receipt:

(required when different from Port/Point of loading)

Service type:

--Select--

Transfer destination FIRMS code:

[Lookup Firms Code](#)

FDA freight indicator:

--Select--

(*Yes' indicates that freight in this shipment is subject to FDA requirements)

Shipper

* Either an ID or Full Shipper information is required for a Shipper.

ID:

--Select--

Validate ID

- or -

*Name:

Stanley Parchments

*Address line 1:

5346 Lake Drive

Address line 2:

Address line 3:



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Party

[Add Party](#)

Party Type	Name/Filer Code/SCAC	Country	State/Province
------------	----------------------	---------	----------------

Equipment

Equipment Type:

Showing 1-1 of 1

Equip. #/License Plate #	Type
2668336/NJ - 211194	TL

Total shipment quantity:

5

If the boarded quantity is different from the total shipment quantity (split shipment), enter the boarded quantity below.

Boarded quantity:

Shipment

? ☐[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
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E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Create Standard Manifest



* Indicates field is required.

Trip Information

Carrier SCAC: AAAC Carrier name: WFT, Inc. ACE ID: 0000000267 Filing status: PL

* Trip #: AAAC WFT1006

* Est. date of arrival at first port in U.S.: 01/06/2005 (mm/dd/yyyy)

Est. time of arrival at first port in U.S.: 08:30 (hh:mm local military time)

* First expected port of arrival: 0901 [Lookup Port Code](#)

In-transit indicator: ☐ Yes ☒ No

Conveyance

[Lookup Conveyance](#)

* Conveyance ID: NJ - ACE203

Seal #1: Seal #2: Seal #3: [More Seals](#)

Instruments of International Traffic:

- ☐ EC - Trip consists solely of empty IIT's covered by carrier's bond.
- ☐ EI - Trip consists solely of empty IIT's covered by importer's bond.
- ☐ MC - Trip consists of merchandise and IIT's. IIT's covered by carrier's bond.
- ☐ MI - Trip consists of merchandise and IIT's. IIT's covered by importer's bond.

Crew member(s)

[Add Crew Member by ID](#) or [Lookup Crew Member](#) or [Create One-time Crew Member](#)

* At least one crew member is required.

Showing 1-1 of 1



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



* At least one crew member is required.

Showing 1-1 of 1

In Charge	Last Name	First Name	Middle Name	Suffix	ID	CDL #/License #
<input checked="" type="radio"/>	Hiller	Anton				212345678910

Passenger(s)

[Create One-time Passenger](#)

Showing 1-1 of 1

Last Name	First Name	Middle Name	Suffix
Smith	Bob		

Equipment(s)

[Lookup Equipment](#) or [Create One-time Equipment](#)

Showing 1-1 of 1

Equip #/License Plate #	Type	Seal Number(s)
2668336/NJ - 211194	Semi Truck Trailer	no seal, ...

Shipment(s)

[Lookup Shipment\(s\)](#) or [Create Shipment](#)

Showing 1-1 of 1

Shipment Control #	Bill Control #	Sequence #	Shipper Name	Consignee Name	Total Shipment Quantity
AAACWFT10060			Stanley Parchments	Rocks, Scissors, Paper	5

Check For Errors

Save & Finish Later

Save & Continue

Cancel



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



ace secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Review Standard Manifest



Trip Information

Carrier SCAC: AAAC Carrier name: WFT, Inc. ACE ID: 0000000267 Filing status: PL
Trip #: AAACWFT1006
Est. date of arrival at first port in U.S.: 01/06/2005
Est. time of arrival at first port in U.S.: 08:30
First expected port of arrival: 0901-BUFFALO-NIAGARA FALLS NY
In-transit indicator: No

Conveyance

Conveyance ID: [NJ - ACE203](#)

Instruments of International Traffic:

Crew member(s):

In Charge	Last Name	First Name	Middle Name	Suffix	ID	CDL #/License #
Yes	Hiller	Anton				212345678910

Passenger(s):



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Passenger(s):

Last Name	First Name	Middle Name	Suffix
Smith	Bob		

Equipment:

Equip #/License Plate #	Type	Seal Number(s)
2668336/NJ - 211194	Semi Truck Trailer	no seal, ...

Shipment(s)

Shipment Control #	Bill Control #	Sequence #	Shipper Name	Consignee Name	Total Shipment Quantity
AAACWFT10060			Stanley Parchments	Rocks, Scissors, Paper	5

By clicking the "Send to Customs" button, you will be sending your manifest information to the U.S. Government. By doing so, you are declaring that this information is true and accurate to the best of your knowledge. If any future changes to this information are necessary, you will have to file a declaration setting forth the reasons for the changes. Codes to help you make those changes will be provided.

[Send to Customs](#)[Change Information](#)[Shipment](#)

?



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest - Standard Manifest Submitted to Customs Successfully



Your manifest has been successfully submitted to Customs.

Print

Ok

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
--------------------	----------------	------------	------	-----------------------	---------------------	---------



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



Adobe Acrobat Standard - [R4_Trade_User_manual_11_18_04.pdf]

File Edit View Document Tools Advanced Window Help

Open Save Print Email Search Create PDF Review & Comment Secure Sign

Select Text 100% How To..?

ace secure data portal U.S. Customs and Border Protection
Truck Manifest

Trip Information

Trip Number	AAACWFT1006	Liability Amount	0
MOT	Truck	Expected Port Arrival	0901-BUFFALO-NIAGARA FALLS NY
Estimated Arrival Date	01/06/2005	In-Transit Indicator	No
Estimated Arrival Time	08:30		
Filing Status	CD		

8.5 x 11 in 1 of 563



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
 - WFT, Inc.

Manifest - Standard Manifest Submitted to Customs Successfully



Your manifest has been successfully submitted to Customs.

Print

Ok

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
--------------------	----------------	------------	------	-----------------------	---------------------	---------



E-Manifest: Trucks (Release 4)

Lesson 1: e-Manifest: Trucks

Topic 3: Creating a Manifest



secure data portal U.S. Customs and Border Protection

Welcome Diane Sanchez!

View: Manifest



Manifest

Search

InBond

Account List



Click on icon or label text to access menu.

- World Freight Trucking, Incorporated
- WFT, Inc.

Manifest



Filter Manifests

Trip #: To: Filing Status:

Est. arrival date: To: Type:

Shipment control #: First expected P.O.A.:

Filter Manifests

Reset

[Create Standard Manifest](#)

Trip #	Est. Arrival Date	Submitted Date/Time	Type	Number of Shipments	Status	First expected P.O.A.
--------	-------------------	---------------------	------	---------------------	--------	-----------------------

Shipment



[Create Standard Shipment](#)

Shipment control #	Bill Control #	Sequence #	Type	Point/Port of Loading	Total Shipment Qty.	HAZ-MAT
--------------------	----------------	------------	------	-----------------------	---------------------	---------